<u>**Institutional Effectiveness Summit**</u>
Twenty-two faculty and staff attended the annual Institutional Effectiveness Summit Saturday!! I am so thankful to everyone who came and shared their ideas. Most attendees served on at least one of the college's planning committees. I've devoted this update to the Summit because I believe it has a great impact on everyone at the college and the work we do. Here's a summary.

Engaging committee members attending via the phone was identified as challenge. Possible solutions included:
- Establishing a procedure of shared responsibilities for those attending in person and remotely.
- **Use WebEX consistently** and develop a CR webpage departments can use to obtain a license, instructions for using the program, etc. The new 1 GB Cenic circuit upgrade in Del Norte will help with video conferencing.
- Identify easier to use technology in computer rooms, such as rooms with dedicated computers with webcams.

Keeping the website up-to-date using Evoq was identified as a challenge. Possible solutions include:
- Offer **additional and regular trainings.**
- Have redundancy in those who can develop and edit websites.
- Create a helpful resources tips & tricks page.
- Charge the Tech Planning Committee with exploring alternatives, such as using Boarddocs for meeting agendas & minutes.

Each planning committee identified what they are doing well (and the list of accomplishments was very long!!!!). Every planning committee took pride in a variety of accomplishments (leading to applause when Wendy Riggs commented about Reno's awesomeness). **Ideas for integrated planning and committee improvement** also surfaced:
- The Budget Planning Committee (BPC) and other committees involved in ranking resource requests are not using the work of the Program Review Committee (PRC) to inform their decisions. Work is duplicated—e.g. the BPC/TPC/FPC all look at how programs link their resource requests to planning and assessment. But much of this work is already being done by the PRC. Conclusion: the **feedback from the PRC should be used towards the end of the resource ranking process to make sure that requests should move forward for funding**.
- The program review template will be available at the start of the summer so that deans and directors can begin work over the summer. Moving the program review deadline sooner and having the PRC start reviewing instructional program reviews (instead of student services & admin) could help make resource request determinations available sooner so that instructional equipment monies can be spent by the June deadline.
- Deans and directors should **review planning actions identified in program reviews at meetings throughout the year**. These plans should be driving the work we do, and our progress should be tracked regularly. These plans should also link the work of the program to the larger goals of the college.
- A **more robust orientation/onboarding program is needed for new staff**. New managers should be trained on the importance of program review, how to complete program reviews effectively, etc. Programs should be surveyed to identify everything that is key for new staff to learn about.
- When committee work overlaps, it can be difficult to track everything that is happening. The Institutional Effectiveness Committee should discuss how to better identify liaisons to communicate relevant information to overlapping groups.
- Committees should have the ability to regularly contribute information to a committee digest, not just once a month.
- An enrollment services representative on ASPC would be helpful.
- All administrative programs need to provide thoughtful and timely program review submissions.

College Hour Challenge

Summit attendees participated in a "College Hour Challenge." Two long-standing faculty provided historical knowledge about College Hour, how it worked in the past, and why the college abandoned it. Five groups were then asked to determine whether or not they believed we should have a College Hour again (if so, indicating a specific day and time), and to defend their proposal to everyone at the Summit. All summit participants then voted on what they thought was the best proposal. Here are the results.

- Group A ~ 0 votes
  - College hour should occur one day M-TH at 4:30 for faculty and staff to do the work of the college
- Group B ~ 2 votes
  - We should not bring back college hour because there are already too many strains on the system
- Group C ~ 6 votes
  - We should not bring back college hour now because we do not have enough data to support it
- Group D ~ 5 votes
  - College hour should occur on Friday at 4:30 as a social event for faculty, staff, and students
- Group E ~ 7 votes
  - College hour should occur at noon on Fridays to cultivate a better campus climate

Fast Fact

This semester, committee members are asked to rate a set of questions using a scale ranging from 5 = strongly agree to 1 = strongly disagree.

Questions with highest overall agreement:
- The committee had collegial and collaborative dialogue regarding decisions, plans, etc.
  - Average rating = 4.64
- The committee followed an effective process for decision making.
  - Average rating = 4.47
- Discussions and decisions were data-driven and supported by sound evidence.
  - Average = 4.40

Questions with the lowest overall agreement:
- Each campus location had representation on this committee.
  - Average = 3.56
- The integrated planning and budgeting process is clear.
  - Average = 3.82
- The committee website is generally up to date (minutes, members, charge, etc.).
  - Average = 3.83

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